

**BY-LAWS**  
**AND**  
**COVENANT**  
**OF**  
**Wolfville Baptist Church.**



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# BY-LAWS

## OF THE

### Wolfville Baptist Church.

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#### Article I. Name.

This church, organized October 29th, 1778, under the name of "The Baptist Church of Horton" and incorporated April 13th, 1867, under the name of "The First Baptist at Horton", is now by act of Parliament passed February 16th, 1896, known as "The Wolfville Baptist Church."

#### Article II. Admission of Members.

1. Anyone who gives evidence of regeneration by acceptance of Jesus Christ as both Saviour and Lord, and desires to confess him publicly, and who agrees substantially with the doctrines and practice of the Baptist Denomination, and accepts the obligations of our covenant, may by vote of the church become a member,

(1) By Baptism.

(2) By letter from a church of the same faith and order.



- (3) By experience, if the candidate has been baptized and gives satisfactory evidence of Christian character, although unable for satisfactory reasons to obtain a letter of dismissal from a church of like faith and order.
- (4) By restoration, upon evidence of repentance, when membership has been lost by withdrawal of fellowship or otherwise.

2. All applications for membership shall first be considered by the Advisory Committee, which shall satisfy itself by personal examination, or inquiry, of the Christian character and qualifications of the candidates, and shall then report to the church the names of such person as they consider suitable. Candidates for admission by baptism, or experience, or restoration shall present themselves to the church and state, either orally or in writing so much of their religious experience as shall satisfy the church of its genuineness. No person, to whose reception objection is made, shall be received until the grounds of the objection have been investigated by the Advisory Committee. The reasons for the objection shall be furnished to the Advisory Committee in writing, and shall relate only to moral or spiritual unfitness, and if sustained, shall debar from membership until the cause of the objection has been removed.

### Article III. Separation of Members.

1. Separation from this church may be effected,
  - (1) By letter. Any member who is in good standing shall be entitled to a letter of dismissal to any church of the same faith and order, or a certificate of membership and Christian character if wishing to unite with a church of another denomination.
  - (2) By withdrawal of fellowship, as provided in Article VII, section 6, by a two-thirds vote of the members present at any regular business meeting of the church.
2. All requests for dismissal shall first be presented to the Advisory Committee, and then reported by them to the church.

### Article IV. Officers and Committees.

1. The officers of the church shall be a Pastor, seven Deacons, a Clerk, a Treasurer, a Registrar, an Assistant-Registrar, also Registrar of Denominational Funds, Auditors, a Sunday School Superintendent, and the Trustees.
2. There shall be the following standing Committees;—an Advisory Committee, a Finance Committee, a Nominating Committee, a Stranger's Committee, a Committee of Visitation of the Sick, a Music Committee, Committee of Denominational Funds, A Social Committee, together with the Ushers and Collectors.

3. The church may appoint such assistants and special committees as may at any time be deemed necessary.

4. When the office of Pastor becomes vacant the church shall appoint a Special Committee to make proper inquiry and to recommend, without necessary delay, a suitable candidate for the vacancy. When ready to report this committee shall notify the Advisory Committee, who shall give due notice of the meeting at which the report is to be presented to the church.

5. The Deacons shall be a perpetual body, of which one member shall be elected annually to serve for a term of seven years, and shall not be eligible for re-election for one year after the expiration of his term of office. The election shall be by ballot without open nomination. In case the first ballot should fail to elect, the names of the two who receive the largest number of votes shall be presented to the church for re-balloting, and all other names dropped unreported. The Deacons shall be set apart for their office by the laying on of hands with prayer.

6. The Sunday School Superintendent shall be elected annually as provided for in Article IX, section 2, (1).

7. The Trustees shall be a perpetual body, con-



sisting of five members, of whom one shall be elected annually to serve for a term of five years.

8. All Officers, Committees, Assistants, except as otherwise provided for, shall be nominated by the Nominating Committee and elected annually by open vote.

#### **Article V. Duties of Officers and Committees.**

1. The Pastor. In addition to his regular duties the Pastor shall preside over all meetings of the church, except the annual meeting and those called to consider matters relating to himself. He shall be an advisory member of all Committees.

2. The Deacons shall be charged with the administering of the funds of the church which have been collected for the needy. They shall arrange for and assist in, the administration of baptism and the Lord's Supper. In the absence of the Pastor, or when the pastorate is vacant, they shall provide leaders for the prayer-meetings and supplies for the pulpit.

3. The Clerk shall keep an accurate record of all business transacted by the church. He shall notify all Officers and Committees of their appointments, and furnish them with the necessary information. He shall keep an accurate roll of the members of the church with their addresses. He shall perform such other duties as devolve upon his office.

4. The Treasurer shall keep an accurate account of all his receipts and expenditures. He shall have charge of the funds of the church, shall keep a separate bank-account for the same, and shall make payments only when authorized by the church or the Finance Committee. All payments shall be made by check and all checks shall be countersigned by some officer of the church or member of the Finance Committee, designated by the Finance Committee. He shall perform such other duties as may pertain to his office.

5. The Registrar shall keep a true record of all pledges for the support of church, take charge of the offerings and credit the same to the contributors as far as he may be able and pay the same over to the Treasurer weekly. The Registrar of Denominational Funds shall do the same in the case of offerings for Denominational work.

6. The Auditors shall examine and verify the accounts of the church funds, and perform such other duties as properly belong to their office.

7. The duties of the Trustees shall be as provided for in the Act of Incorporation, passed April 13th, 1857, viz. ;—

“All the real and personal estate in which the church is now, or may at any future time be interested, are (is) hereby vested in the Trustees for the use and benefit of said church; and the Trustees

shall have power to purchase, take, and hold real and personal estate for such use, not to exceed in value five thousand pounds.

"The Trustees shall have power upon a vote of a majority of the church to raise funds by mortgage, lease, loan, or otherwise, for repairing and keeping in order the real and personal estate belonging to the church, and also to sell any portion of the estate for the use and benefit of the church; thirty days' notice of such intended mortgage, lease, loan or sale shall be given from the pulpit on some Sunday during morning service, and the said notice shall be repeated on each successive Sunday previous to the day appointed for the meeting of the church in reference to such mortgage, lease, loan or sale; and no such mortgage, lease, loan or sale shall be valid unless sanctioned by a majority of such meeting, and a declaration of such meeting having given such sanction, entered on the records of the meeting, shall be presumptive evidence of the fact."

8. The Advisory Committee shall consist of the Pastor, the Deacons, the Clerk, the Sunday-School Superintendent, and three women elected by the church. They shall consider and report as provided in Articles II and III upon all applications for admission and dismissal of members. They shall make preliminary inquiry in all cases of discipline.

They shall, at lease once a year go over the list of members and consider those who may be regarded as subjects of discipline or admonition, or removal from the roll and recommend to the church such action as they may deem wise. They shall consider proposed changes in the leading features of the general meetings of the church, and have a general oversight of meetings held in the church building, and as a rule, they shall also consider all matters which might require extended discussions in the church, if presented without previous deliberation. They shall call the annual and all special meetings of the church, and shall give due notice of such meetings.

9. The Finance Committee shall consist of nine members, as follows;—the Treasurer, the Registrar, and seven other members elected by the church, (three of whom shall be deacons.) They shall have general care of the finances of the church. They shall purchase all supplies for the church; and shall superintend all repairs on the church property. They shall approve all bills before payment. They shall engage the sexton, define his duties and determine his compensation, subject to the action of the church. They shall present yearly to the church an estimate of the amount of money it will be necessary to raise for the support of the church, and shall superintend the collection of the same. They shall appoint some member of the Committee or

other officer of the church to countersign all checks given by the Treasurer. They shall have general oversight of the accounts of the Treasurer and the Registrar.

10. The Committee on Denominational Funds shall consist of nine members representing the various departments of the church. The duties of this Committee shall be

(1) to prepare an annual estimate of what the church should undertake to raise for denominational work. (2) to conduct a canvass of the church and congregation for the purpose of securing pledges for such work. (3) to promote in general the benevolent work of the church and develop missionary interest.

11. The Nominating Committee shall consist of seven members, nominated and elected by the church at the annual meeting. The Committee shall nominate all officers and assistants, and the standing committees except as otherwise provided for, and shall post a list of such nominations in the vestibule of the church not less than one week before the annual meeting.

12. The Stranger's Committee shall consist of seven members. They shall be on the watch to welcome any strangers who may be present at any of the services of the church. They shall visit the new



families which move into the community, and invite them, if their choice is not already made, to make their church-home with us. Such strangers as may thus worship with us, this committee shall, as opportunity may offer, introduce to the Pastor and to other members of the church. They shall keep themselves and the Pastor informed of members of the church and congregation who may be in need of social attention, religious advice and so forth.

13. The Social Committee shall consist of nine active members of the church. The duties of the Committee shall be to so plan and carry out such measures as in their judgment shall promote acquaintance and fellowship among the members of the church and congregation to the end that the church life shall be genial, warm hearted and openly hospitable. In the conduct of such suppers, entertainments or social events as they use they shall see that their character comports with the spiritual purpose and exalted aims of the church.

14. The Committee of Visitation of the sick shall consist of seven members. It shall be the duty of this Committee to visit the sick and those who are in trouble, and to report at once all such cases to the Pastor, or some one of the Deacons.

15. The Music Committee shall have a general oversight of the music of the church, and make such

recommendations to the church as in their judgment will tend to the improvement of this important part of the church worship.

16. There shall be four ushers, who shall be charged with the seating of the people at the various services of the church. They shall notify some one of the Stranger's Committee of the strangers they may show to seats.

17. There shall be six collectors, whose duty shall be to pass the collection plates at the services in which a collection is taken.

18. The Ushers and Collectors may add to their number whenever it is necessary in order to have sufficient help for any service.

#### Article VI. Meetings.

1. The church shall hold regular meetings for public worship every Lord's Day. In each month, one Lord's Day meeting at least may be a missionary meeting. On the first Lord's Day of each month the ordinance of the Lord's Supper shall be observed.

There shall be a weekly meeting for prayer and testimony. The meeting of the week next preceding the first Sunday of each month shall be the conference meeting of the church, at the close of which there will be a meeting for business.

There shall be an annual meeting of the church for the election of officers and committees; and for

the transaction of any other business pertaining to the church. This meeting shall be called as provided for in Article V, section 8.

Special meetings will be called by the Advisory Committee, or, in case they fail to do so when requested, the Clerk may issue such call upon the written request of not fewer than ten members of the church. Notice of the annual and of special meetings shall be given with the usual church notices on the Sunday preceding the meeting.

3. At the annual meetings the order of business shall be as follows;—

- (1) Call to order by the Pastor or the Clerk.
- (2) Election of a moderator.
- (3) Prayer.
- (4) Minutes of the preceding meeting.
- (5) Report of the Pastor, and action thereon.
- (6) Report of the Clerk, and action thereon.
- (7) Report of the Treasurer, and action thereon.
- (8) Reports of the Standing Committees, and action thereon.
- (9) Report of Sunday-Schools, and action thereon.
- (10) Report of Special Committees, and action thereon.
- (11) Report of Auxiliary Organizations, and action thereon.

(12) Election of Officers in the order named in the by-laws.

(13) Other business.

(14) Adjournment.

4. At the monthly business meetings, the order of business shall be as follows;—

(1) Call to order by the presiding officer. In the absence of the Pastor, a moderator shall be chosen for the meeting.

(2) Reading of minutes.

(3) Report of the Advisory Committee.

(4) Dismission of members.

(5) Admission of members.

(6) Report of Committees.

(7) Unfinished business.

(8) Other business.

(9) Adjournment.

5. Fifteen members of the church shall constitute a quorum for the transaction of business.

6. The business of the church shall be transacted only at legal business meetings.

#### **Article VII. Discipline.**

1. The object of church discipline shall be to keep the church pure and to reclaim erring members.

2. In case of differences between members the offended members shall act according to the rules

laid down in Matthew xviii, 15-17, and if possible settle the difficulty without publicity.

3. No case of personal difference shall be brought before the church unless by recommendation of the Advisory Committee.

4. In case of habitual violation of covenant obligations or any other unchristian conduct, it shall be the duty of the Advisory Committee first individually, then if necessary as a committee, to counsel and admonish. If this prove ineffectual, they may report the facts to the church.

5. In case of crime or gross impropriety committed or alleged by common report, it shall be the duty of the Advisory Committee to investigate, and if proved to their satisfaction, they shall report the facts to the church with their recommendation.

6. Fellowship shall be withdrawn, 1st, from any member against whom charges of crime or gross impropriety are sustained; 2nd, from any member who after faithful labor, persists in violating his covenant obligations.

7. Any accused person shall have the right to be furnished with a copy of the charges against him, and to appear in his own defence.

8. The church shall seek the restoration of those from whom fellowship has been withdrawn, as soon



thereafter as it is convinced that genuine repentance has taken place.

#### **Article VIII. Licenses to Preach.**

1. The church shall appoint a committee of seven brethren, of which the Pastor shall be chairman, who shall receive all applications for license to preach and after careful examination and consideration shall report to the church such applications as they approve.

2. In view of the fact that the license is expected to be recognized by other churches, the advice of the Kings County Quarterly Conference or of a council shall be sought before the license is granted.

3. In case of very young or untried men, a certificate approving of their purpose to prepare for the work of the ministry shall be granted, if the above named committee so recommend.

#### **Article IX. The Sunday-School.**

1. The Sunday-School shall be under the direct care and control of the church, but shall administer its own affairs in ordinary details. It shall be supported by an appropriation made by the church.

2. Its officers shall be as follows:—

- (1) A Superintendent nominated by the officers and teachers of the school, and elected by

the church. He shall have the general charge of the school, and shall be the executive thereof. He shall report annually to the church.

- (2) An assistant-superintendent, who shall act in the place of the superintendent during his absence and at other times shall perform such duties as the Superintendent may assign him.
- (3) A Secretary, who shall keep the records of all the meetings and a roll of the members of the school, and shall perform such other duties as pertain to his office.
- (4) A Treasurer, who shall have charge of the funds of the school and shall keep an accurate account of their receipt and expenditure. He shall disburse the funds of the school only when authorized by the Superintendent, as the representative of the school and in accordance with the school's vote.
- (5) A Librarian, who shall have charge of the library, and shall select and purchase all books under the direction of the Pastor and Superintendent.

3. The above officers with the Pastor shall constitute an Executive Committee, who shall assist the Superintendent in the management of the school.

4. The Secretary, Treasurer, or Librarian may appoint such assistants as may at any time be deemed necessary by the Executive Committee.

5. A Library Committee may be appointed by the Pastor, the Superintendent, and the Librarian who shall assist the Librarian in the selection of the books.

6. The Teachers shall be appointed by the Superintendent and at all times shall be subject to change or removal by him.

7. The officers, excepting the Superintendent, shall be elected at the annual meeting of the officers and teachers of the school, which shall be held not less than one week nor more than two weeks before the annual meeting of the church. Such election shall be void unless approved by the church.

#### **Article X. Auxiliary Organizations.**

1. There may be, among both the adults and the young people auxiliary organizations for the cultivating of interest in missions and in Christian education, not otherwise provided for.

2. Such organizations shall report to the church the object of their work, and shall keep the church informed of any modification of the same. They shall at all times be subject to the approval of the church,

3. All auxiliary organizations shall furnish the proper church officials such statistics of their work and finances as may be needed to complete the annual records of the church.

#### **Article XI. Councils.**

Councils may be called in the usual manner. If they are ordinary advisory councils, final action on matters submitted to them shall be taken by the church; but if they are ordination, deposition, or referee councils their own action may be final.

#### **Article XII. Books and Records.**

All books, papers and records relating to the church and its transactions shall be the property of the church.

#### **Article XIII. Suspensions.**

Any of these by-laws relating to the conduct of business may be suspended at any legal business meeting of the church by unanimous consent.

#### **Article XIV. Amendments.**

These by-laws may be amended at any regularly called business meeting of the church by a two-thirds vote of the members present; provided notice of the proposed amendment has been given in the call for the meeting, or has been given in writing at a previous meeting.

# THE COVENANT

## OF THE

### Wolfville Baptist Church.

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Having been led, as we believe, by the Spirit of God, to receive the Lord Jesus Christ as our Saviour, and, on profession of our faith, having been baptized in the name of the Father, and the Son, and the Holy Spirit, we do now in the presence of God, and this assembly, most solemnly and joyfully enter into covenant with one another as one body in Christ, promising in humble reliance upon Divine help to walk together in Christian love, to watch for one another's welfare, to remember one another in prayer, to comfort one another in sickness or distress, to be ever slow to take offence, ready to forgive, and eager for reconciliation.

We also promise to labor and pray for the temporal and spiritual prosperity of this church; to attend regularly its services, sustain its doctrines, or-



dinances and discipline, to contribute freely of our means for the payment of its expenses, for the relief of the poor, and for the spread of the gospel at home and abroad.

We also engage to maintain the habit of daily devotion, and to make earnest efforts for the salvation of our kindred and acquaintances; to be honest in our dealings, truthful in our statements, faithful in our engagements, temperate in our habits and circumspect in our deportment, "thus striving to live soberly, righteously, and godly in the present world."



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